



**38 EIG/PKL  
OPERATION AND MAINTENANCE  
(O&M)  
SERVICES BRANCH**



**CURRENT CONTRACT  
PROCESS**



# **38 EIG/PKL CURRENT O&M CONTRACT PROCESS**



## **OVERVIEW**

Contract Process  
Acquisition Strategy  
Volume of Contracts  
Summary



## 38 EIG/PKL CURRENT O&M CONTRACT PROCESS



### • Pre-Solicitation Phase

- Identify Requirement
  - Base provides an AF Form 3215, (C4 Systems Requirements Document)
- Establish Business Requirements Advisory Group (BRAG)
  - The group is in place from the identification of the requirement to contract award
  - Group members include: Contracting, Engineering, technical, legal and review



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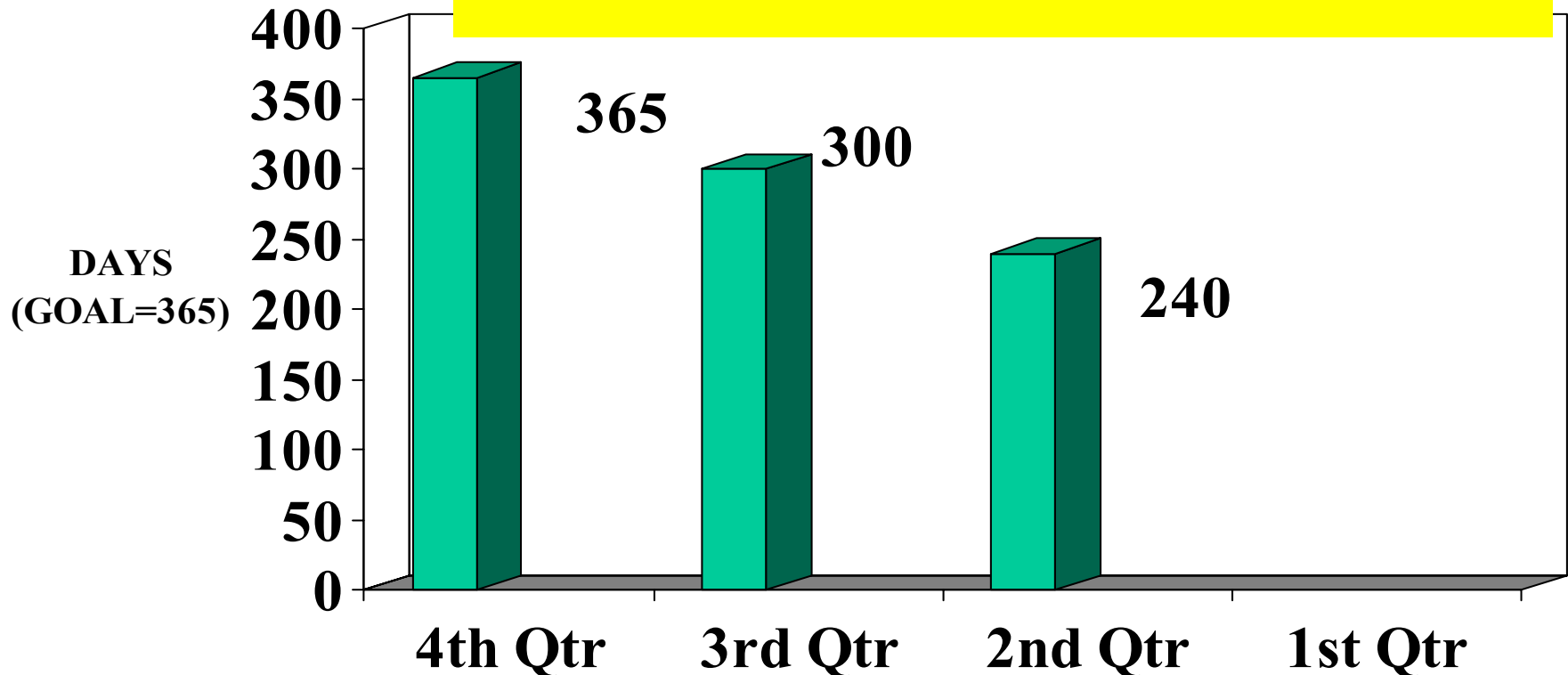
- Pre-Solicitation Phase (cont)
  - Hold initial Integrated Process Team (IPT) meeting
    - OPR: Engineer
    - Meet w/ BRAG to discuss acquisition milestones
  - Initiate Site Visit
    - OPR: Engineer
    - Engineer works closely with the on-site personnel
    - Develop New Statement of Work (SOW) and Contract Line Item (CLIN) structure
    - Capture organizations minimum requirements



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**Contract Lead Time**  
**12-18 months before projected need date**





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### Solicitation-Award Phase

- Review and finalize technical documents
  - OPR: BRAG
- Develop, Review, and Finalize PR package
  - OPR: BRAG
  - Package includes: Planning form 9, Government Estimate, Base support letters, personnel requirements, manpower coordination, Security requirements DD Form 254, Department of Labor wage determinations, small business coordination, solicitation determinations, Quality Assurance Surveillance Plan (QASP), Proposal preparation Instructions and Evaluation Standards
  - Synopsise in the Commerce Business Daily (CBD)
  - Prepare Request for Proposals (RFP)
    - » Obtain clearance
    - » Issue RFP



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- Solicitation-Award Phase (cont)
  - Receive Proposals
    - Conduct Integrated Past-performance Price Tradeoff Assessment (IAW Section L of RFP and FAR Subpart 15.101-1)
      - Evaluate Proposals in Technical, Past-performance and Cost/Price areas
        - » Perform Technical evaluations OPR: Tech Team  
Team consist of engineering and base technical reps  
Technical rated on a pass/fail system  
Technically acceptable offers ranked by  
evaluated price



## 38 EIG/PKL CURRENT O&M CONTRACT PROCESS



- Solicitation-Award Phase (cont)
  - Conduct cost/price analysis
    - » Determine price realism, reasonableness, and completeness
    - OPR: Contracting
  - Conduct past performance assessment
    - » Determine if offeror can perform work in RFP
    - OPR: Past-performance team/Contract Specialist
    - Assign past performance risk rating
  - Award to the technically acceptable offeror determined to provide the best value to the Government, if discussions are not required





## 38 EIG/PKL CURRENT O&M CONTRACT PROCESS



- Solicitation-Award Phase (cont)
  - If discussion are required, generate and issue Evaluation Notices (EN's) for each deficient area for each offeror
    - » OPR: BRAG
    - » Returned ENs
    - » Review and close-out each EN
  - OPR: BRAG
  - Obtain contract clearance, issue request for Final Proposal Revisions (FPR's)
  - Review FPR's and make award



## 38 EIG/PKL CURRENT O&M CONTRACT PROCESS



- Post-Award Phase
  - Hold Post-award conference
  - Contractor on-site personnel interfaces directly w/Quality Assurance Personnel (QAP)
    - QAP responsible for monitoring contractors performance
      - Surveillance methods include:
        - » Conduct visual inspections daily/monthly/quarterly/yearly for specific areas of workmanship and records maintenance



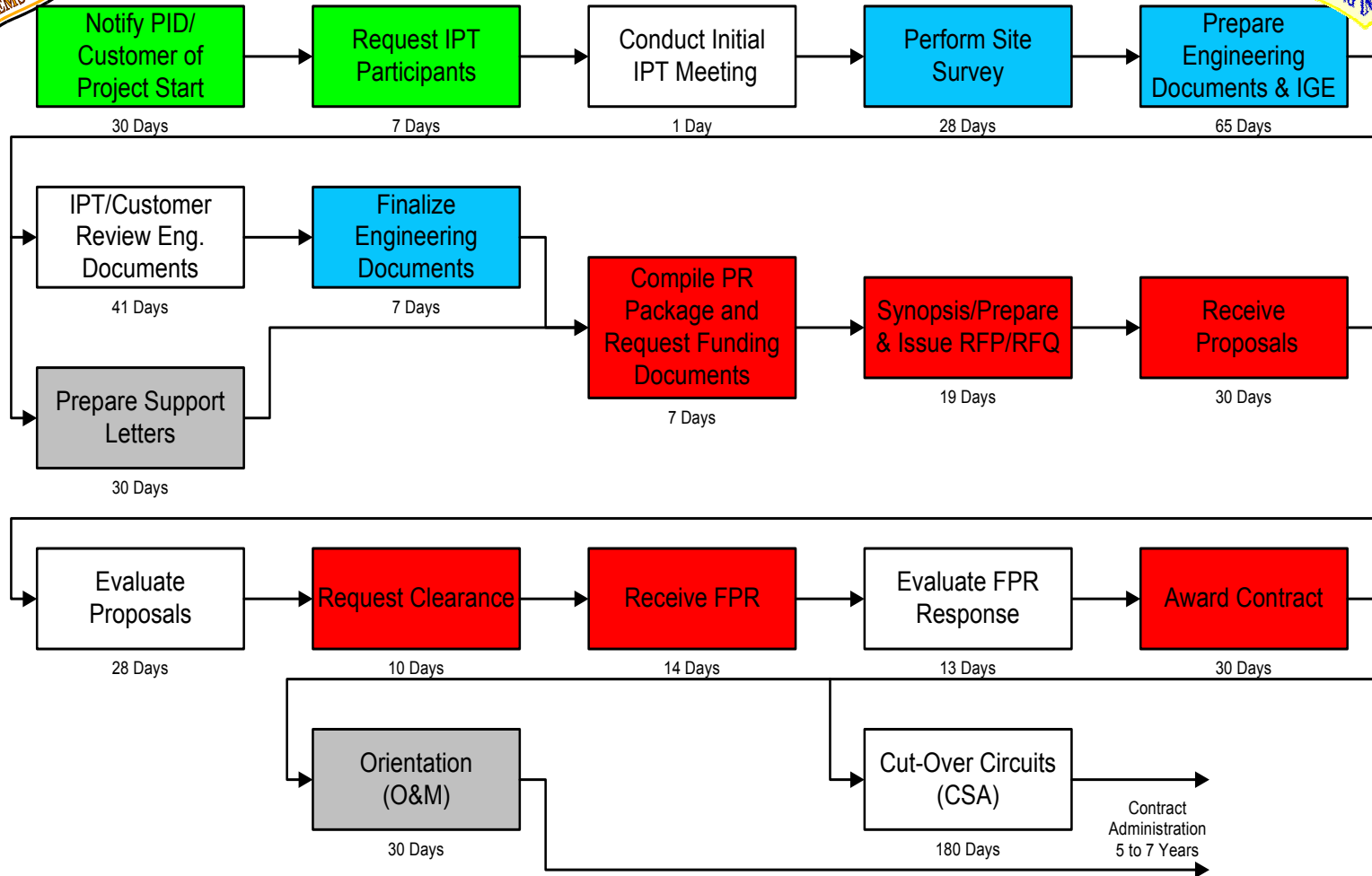
## 38 EIG/PKL CURRENT O&M CONTRACT PROCESS



- Post-Award Phase (cont)
  - Contract Administration
    - Contracting enforces the contract
      - Process Modifications, invoices, deficiency reports, Contractor Performance Assessment Reports (CPARs)



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■ Program Management   ■ PID/Engineering   ■ Contracting   ■ Joint   ■ Customer



**38 EIG/PKL  
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**Acquisition Strategy**

**One base/one RFP/one contract**

**37 Total Contract Actions**

- **Performance Incentives:** None
- **Solicitation Procedure**
  - 100% Set-Aside for Small Business participation
- **Contract Period**
  - Five Years
    - One Base Year with Four Option Periods
- **Contract Type**
  - Combination of Firm-Fixed price, Indefinite Delivery/Indefinite Quantity (ID/IQ) with some Time and Material (T&M)



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**FY02 O&M CONTRACT AWARDS**

**Competitive 8A Awards**

None

**(2) Direct 8A Awards**

<b><u>Contract Number</u></b>	<b><u>Base</u></b>	<b><u>Vendor</u></b>	<b><u>Contract Value*</u></b>
F34608-02-D-0004	CHARLESTON AFB SC	ALTECH SVS INC	\$3M
F34608-02-D-0009	FAIRCHILD AFB WA	ALTECH SVS INC	\$3.1M

\*CONTRACT VALUE = IF ALL OPTIONS ARE EXERCISED



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**FY02 O&M CONTRACT AWARDS**

**(7) Competitive Small Business Set-Asides**

<b><u>Contract Number</u></b>	<b><u>Base</u></b>	<b><u>Vendor</u></b>	<b><u>Contract Value</u></b>
F34608-02-D-0001	GEN MITCHELL IAP WI	MUTUAL TELECOM	\$1.6M
F34608-02-D-0002	POPE AFB NC	QUALITY TELECOM	\$4.5M
F34608-02-D-0003	COLUMBUS AFB MS	ALTECH SVS INC	\$5.5M
F34608-02-D-0005	DAVIS-MONTHAN AZ	MUTUAL TELECOMS	\$3.9M
F34608-02-D-0006	NIGARA FALLS IAP-ARS NY	QUALITY TELECOM	\$1.2M
F34608-02-D-0007	US AIR FORCE ACADEMY CO	QUALITY TELECOM	\$3.4M
F34608-02-D-0010	LITTLE ROCK AFB AR	TRANSTEL CENTRAL	\$2.5M



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### FY 03 RENEWAL ACTIONS

### (13) TARGETED MULTIPLE AWARD-SMALL BUSINESS SET-ASIDE ACTIONS

(2) AWARDS PENDING: DAVID-GRANT MEDICAL CENTER TRAVIS AFB CA AND LUKE AFB AZ

<b><u>Current Contract Number</u></b>	<b><u>Base</u></b>	<b><u>Current Vendor</u></b>	<b><u>Contract Value</u></b>
F34608-97-D-0003	SHEPPARD AFB TX	SKE SUPPORT, SVS, INC	\$13M
F34608-98-D-0007	WHITEMAN AFB MO	GENERAL DYNAMIC	\$2.9M
F34608-98-D-0009	MOODY AFB GA	SKE SUPPORT, SVS, INC	\$5.2M
F34608-98-D-0011	SEY-JOHNSON NC	SKE SUPPORT SVS, INC	\$2.9M
F34608-98-D-0013	LOS ANG AFB CA	SKE SUPPORT SVS, INC	\$2.5M
F34608-98-D-0014	WESTOVER ARB MA	SKE SUPPORT SVS, INC	\$1.6M
F34608-98-D-0015	BEALE AFB CA	SKE SUPPORT SVS, INC	\$7.5M
F34608-98-D-0016	GRISSOM ARB IN	BLACK BOX NETWORK SVS	\$1.7M
F34608-98-D-0018	TRAVIS AFB CA	SKE SUPPORT SVS, INC	\$5.1M
F34608-98-D-0019	DOVER AFB DE	QUALITY TELECOM SVS, INC	\$2.8M
F34608-98-D-0020	ROME AFRL NY	GOVERNMENT TELECOM INC	\$1M
F34608-98-D-0023	HOLLMAN AFB NV	SKE SUPPORT SVS, INC	\$3.6M
F34608-98-D-0025	SHAW AFB SC	SKE SUPPORT, SVS, INC	\$2M





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- Summary
  - Current Contract Structure Extensive
    - Contract Lead Time-12-18 Months to place 1 contract
    - Extensive Workload
      - Development of 1-RFP for 1 base
        - » Engineer spends 142+ days in development process
        - » Engineering Support exhausted – Reduced manpower
      - Technical Evaluations performed for each offerors proposal
        - » Engineer spends 41+ days completing evaluations
        - » Base rep TDY to 38<sup>th</sup> one+ weeks completing evals
        - » Offers received for 1 RFP doubled over the past year
        - » Limited/non-availability of manpower affects adequacy of review



## 38 EIG/PKL CURRENT O&M CONTRACT PROCESS



- Summary (cont)
  - Solution
    - New Contract Strategy
      - Performance Based Service Contract (PBSC) with a performance incentive
- Questions